

26 September 1972

MEMORANDUM FOR: Assistant Deputy Director for Support

SUBJECT : Computer Terminal Training

REFERENCE : Memorandum from the Assistant Deputy Director for Support to the Director of Training, dated 22 September 1972. (DD/S 72-3681)

1. I fully agree that the growing and direct involvement of many employees in the large information handling systems via remote terminal operations underscores the importance of the training responsibilities recently assumed by the Office of Training in this subject area.

2. To a considerable degree, we are already providing the training you suggest although probably not on the scale you have in mind. All current courses in our Information Science Training Program teach remote terminal operations. Much more importantly in my view, these courses teach the students to understand the computer system and to employ the resources and capabilities of the system in practical, intelligence related tasks.

3. Given the limited personnel and facility resources available to us for this purpose I am satisfied we have programmed a maximum effort in FY 1973. As a matter of fact, there is some concern on my part that we may have over-programmed a bit. Only time and a little more experience on our part will tell us if our apprehensions are justified.

4. Your comments and the overwhelming response that this program has experienced thus far certainly suggest that we re-examine the adequacy of the resources planned for this activity in FY 1974. Certainly some staff expansion and the provision of a more suitable training facility with terminal access to an Agency system would seem to be in order.

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Director of Training

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22 SEP 1972

MEMORANDUM FOR: Director of Training

Hugh:

The Information Processing Board was briefed this afternoon by [redacted] in ISD. In the course of discussions with among those present I was suddenly struck with the fact that, with the proliferation of terminals already underway and which will continue at a great rate, some fundamental training in keyboard skills or, in more sophisticated terms, terminal operation, is going to be needed and, in fact, is already needed. Since the use of remote terminals is not going to be confined to any one Directorate nor in terms of access to any one computer center, I think it would be a good idea if the Office of Training looked into the feasibility of developing a couple of courses, "elementary and advanced", in terminal operation.

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[redacted]

Robert S. Wattles